

Community Independent School District

Police Officer (733)

JOB POSTING

Job Details

Title

Police Officer

Posting ID

733

Description

Job Title: Police Officer

Exemption Status/Test: Exempt/Professional

Reports to: Chief of Police

Date Revised: May 14, 2019

Dept./School: CISD Police Dept.

Primary Purpose:

The Police Officer supports and facilitates the educational process within the Community Independent School District by providing a safe and secure environment through building and establishing meaningful relationships with students and staff and proactively interacting with the school community to ensure the enforcement of city and state laws, preservation of public order, protection of life and the prevention, detection, or investigation of crime. The incumbent will work effectively with students, parents, school personnel and community agencies to support teaching and learning in the schools. The Police Officer will patrol district property to protect students, staff and visitors from physical harm and prevent loss to district property resulting from criminal activity.

Qualifications/Experience:

Education/Certification:

- High school diploma or GED AND one of the following three requirements:
- Sixty (60) hours of college education from a regionally accredited university or college with a 2.5 or higher overall grade point average (GPA);
- Three (3) years of active duty U.S. military service with an Honorable Discharge; or
- Two (2) years of full-time law enforcement service in the United States as a Police Officer.

Applicants must also meet the following criteria:

- Possess a Basic Peace Officer Certification from the Texas Commission of Law Enforcement Officer (TCOLE) and have met all previous continuing education requirements set by TCOLE, and less than 180 day break in service.
- Possess a valid Texas Class "C" Driver License.
- Be a U.S. Citizen at time of application.
- Be 21 years of age.
- Be able to work various shifts including nights, holidays and weekends.
- Pass a physical examination and drug screen.
- Meet all legal requirements for future licensing and certification required by the Texas Commission on Law Enforcement (TCOLE). For a complete list of the state's licensing requirements please visit TCOLE at www.tcole.texas.gov
- Must be able to work flexible hours, evenings and staggered shifts, holidays and weekends and/or in emergency situations and to direct traffic/pedestrians crossing busy streets around schools or on school grounds when necessary; ability to investigate suspicious circumstances, persons, vehicles, etc.
- Required to work during evenings, weekends and athletic events as assigned by the Chief to provide maximum security coverage; must be able to work in inclement weather and able to walk, run, climb, crawl or sit for extended periods of time.
- Must be able to demonstrate the ability to apply critical thinking skills in rendering solutions to various issues that arise in the schools; must be able to effectively communicate with both public and school personnel; extensive communications (verbal and written) with students, staff and internal/external stakeholders is required; will be responsible for managing behavior of victims, witnesses and others when handling or responding to incidents; requires the use of sound judgment; ability to work with youth and adults; ability to teach mini-courses to youth and adults.

- Knowledge of Texas Criminal and Traffic Code, City and County Ordinances, Criminal Procedures, Juvenile Law and court proceedings
- Must pass criminal history and background investigation, psychological and medical condition test.

Major Responsibilities and Duties:

1. Patrol district property for suspicious activity, unauthorized persons on campus, or unauthorized entry after hours.
2. Provide in-service training to help administrators be better prepared to deal with security-related matters and serve as a wrap-around services team member to support student success.
3. Work closely with the principal and staff of the school to foster a better understanding of the law enforcement function to maintain a secure learning environment. Proactively work with the school's leadership team and collaborate with school's administrative team on safety protocols and procedures.
4. Serve as a visible and active law enforcement officer on campus dealing with law-related areas such as drugs, traffic, trespassing, fighting, and thefts. Enforce campus/district rules and regulations.
5. Conduct routine patrols of assigned facilities, to include: buildings, parking lots and district owned, leased, or rented property; Operate district equipment, to include: alarm systems, surveillance equipment, and vehicles when necessary.
6. Take law enforcement action to protect against unwanted intruders. Identify and prevent (through counseling and referral) delinquent behavior. Make arrests when necessary to protect students, staff and school property.
7. Work collaboratively with public safety agencies to serve as a liaison between school and community to deter criminal and delinquent behavior.
8. Conduct courses and workshops for students, staff and parents to promote social awareness, relationship skills, self-management, self-awareness and responsible decision making.
9. Coordinate security for crowd and vehicle control at extra-curricular activities and special events. Monitor and instruct students, visitors, and district personnel on proper and lawful campus or facility behavior. Help to define and maintain a respectful code of conduct.
10. Assist other law enforcement agencies with incidents involving local criminal activity that may impact the safety of the environment for students and staff. Serve as the initial first responder and school safety coordinator for campus emergencies.
11. Respond to calls on crimes against person or property in progress, report crimes that have already occurred, and intrusion/fire alarms; perform investigations (e.g. gather and preserve evidence, take statements). Prepare written reports, maintain daily logs, and obtain and serve arrest and search warrants as necessary; testify in court as required.
12. Subdue offenders and criminals by using the minimum amount of force needed to protect the officer and other persons.
13. Provide classroom presentations on crime prevention and fundamental concepts and structure of the law.
14. Provide instructions and directions to others as it pertains to law enforcement matters and emergency situations.
15. Conduct security building assessments for schools; guard, check and secure doors, rooms, buildings and equipment.
16. Operate a two-way radio and qualify with a department issued firearm.
17. Provide executive protection as necessary.
18. Perform other duties as assigned by appropriate supervisory personnel and school administrators.
19. Maintain knowledge and compliance with District and departmental policies, protocols, and practices.

Supervisory Responsibilities:

- None

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

<i>Shift Type</i>	Full-Time
<i>Salary Range</i>	\$53,441.00 - \$65,669.00 / Per Year
<i>Location</i>	Assigned Campus

Applications Accepted

<i>Start Date</i>	02/15/2022
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Job Contact

<i>Name</i>	Scotty Morrison	<i>Title</i>	Chief of Police
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